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Board of Trustees Meeting Minutes 1970-10-02

Bowling Green State University

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Proceedings, Trustees Bowling Green State University

October 2, 1970

CL-75674 ERIKSEN WHOLESALE CO., TOLEDO, OHIO

Bowling Green, Ohio
October 2, 1970

After due notice the Board of Trustees met on October 2, 1970, in the Alumni Room of the University Union with all members present: Messrs. Brown, Bryan, Dorfmeier, Shanklin, Simmons, White, Winzeler; Mrs. Stranahan and Mrs. Ward.

The meeting was called to order at 2 p.m.

Minutes of July 10, 1970 meeting

Mr. Simmons inquired if there were changes or corrections in the minutes of the July 10 meeting which were distributed to the trustees by mail. There being none, Mr. White moved, Mrs. Ward seconded, that the minutes of the July 10, 1970 meeting be approved as received. Motion carried.

Bylaws and Procedures of the Board of Trustees

Mrs. Ward reported that she and Mr. Winzeler (committee of two appointed July 10 by Mr. Simmons to study and update the rules and regulations of the Board) had studied the rules under which the Board has been operating, as well as the bylaws of Kent State, Miami University, Ohio University, and Ohio State. She said that as the revision was developed they recognized a larger problem than the consideration of elections, terms of office, possible rotation of the chairmanship, etc. Other Boards had included in their bylaws some or all of: the administration of the university (President, Vice Presidents, the Cabinet), the faculty and staff, university organization, instruction, student affairs, etc. Many of the above are already included in Bowling Green's present rules, informally stated.

Mrs. Ward said she and Mr. Winzeler did not believe their charge was as all-inclusive as they thought the complete revision should be--they were offering at this meeting three articles and propose that they replace the appropriate paragraphs in the current regulations and that those not affected remain the same until a later time. The committee suggested that the Board explore the ramifications of above listed areas and decide how they wish to "put them down on paper."

Mrs. Ward noted the following changes: (1) new terminology for some of the officers of the Board--Chairman and Vice Chairman in place of President and Vice President--to clear up any confusion between the President of the University and the presiding officer of the Board; (2) the May meeting is designated for electing officers (in the past, whenever a new Board member is appointed, the Board has reorganized and elected officers--this could happen two or three times a year); and (3) the chairman is to be elected annually and shall be eligible for one successive term only.

Mrs. Ward said the Board may wish to have a secretary to the Board, as well as a secretary of the Board. The secretary to the Board would send out notices, etc. to the trustees . . . "the Board has been fortunate thus far in having Dr. McFall who has been handling this."

PROPOSED BYLAWS OF THE BOARD OF TRUSTEES BOWLING GREEN STATE UNIVERSITY

PREAMBLE

The Board of Trustees shall conduct all University affairs in accordance with its responsibilities and powers under the Constitution and laws of the State of Ohio. The following Bylaws are intended to provide the general framework for the functioning of the Board of Trustees as a governing body and for the organization, administration and operation of the Bowling Green State University. Detailed rules and regulations for the organization, administration and operation of the University may be promulgated, amended and repealed by the Board of Trustees on its own initiative, or upon the recommendation of the University Faculty or the Faculty Senate.

ARTICLE I. MEETINGS OF THE BOARD OF TRUSTEES

SECTION 1. Regular Meetings. There shall be nine regular meetings, held monthly on the first Friday, with the exception of June, September, and December. By a majority vote, the Board members may change the date of or eliminate meetings.

SECTION 2. Special Meetings. Special meetings shall be held upon the call of the Chairman on his own initiative, and shall be called by him upon written request of three members of the Board.

SECTION 3. Notice, Time and Place of Meetings.

a. Notice. Written notice of regular meetings shall be mailed to each Board member by the Secretary to the Board or the office of the President of the University at least ten days prior to the date of the meeting. It shall be accompanied by an agenda, stating the business to be considered. Written notice of special meetings shall be mailed to each member at least three days prior to the meeting. It shall be accompanied by an agenda of the business to be considered, and no business shall be transacted except that stated in the agenda.

b. Time and Place. Unless otherwise stated in the notice of the meeting, all meetings of the Board shall be held at the University at such time as is designated in the notice.

SECTION 4. Organization of Meetings. The Chairman of the Board shall preside at each meeting. In his absence, the Vice Chairman shall preside, or in the absence of both, a Chairman chosen by the majority of the Board shall preside. The Secretary (or in his absence, any person appointed by the Chairman) shall perform the duties of the Secretary of the meeting and shall keep the minutes thereof.

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- SECTION 5. Quorum and Manner of Action. A majority of the Board members shall be present at any meeting in order to constitute a quorum for the transaction of business, and a majority of the votes cast shall be sufficient for any action of the Board. A roll call vote shall be necessary when acting on motions involving the expenditure of University funds, but on all other matters, a voice vote shall be sufficient.
- SECTION 6. Conduct of Meetings. All meetings shall be conducted in accordance with the parliamentary procedure outlined in Robert's Rules of Order, Revised.
- SECTION 7. Business to be Considered.
- a. Introduced by a Board Member. Any proposed action to be introduced by a Board member which shall substantially affect the University policy shall be presented to the other Board members prior to the meeting at which the matter is to be considered.
 - b. Recommendations by the President of the University. All major appointments and all major questions of University policy (including the annual budget) to be recommended by the President of the University shall be presented either completely or in summary form to each member of the Board prior to the meeting at which the matter is to be considered.
 - c. Other Matters. Any matter coming to the Board other than from a Board member or the President of the University shall be presented to the Secretary to the Board at least two weeks prior to the meeting at which it is to be considered.

ARTICLE II. OFFICERS OF THE BOARD

- SECTION 1. Number. The officers of the Board shall be a Chairman and a Vice Chairman, who shall be members of the Board, and a Secretary.
- SECTION 2. Qualifications, Election, and Term of Office.
- a. Qualifications. The Chairman and Vice Chairman shall be members of the Board. The qualifications of all other officers shall be determined by the Board.
 - b. Election. The officers of the Board shall be elected annually at the May meeting of the Board. They shall take office immediately following the adjournment of the meeting at which they were elected and shall hold their office through the following May meeting of the Board and until their successors are elected and qualified.
 - c. Term of Office. The Chairman shall be eligible for reelection for one successive term only.
- SECTION 3. Duties of Officers.
- a. Chairman. When present, the Chairman shall preside at all meetings of the Board, and unless otherwise ordered by the Board, shall appoint members and designate the chairman* of any committees. He shall perform such other duties as usually pertain to the office, and any duties as from time to time may be assigned him by the Board. Unless specifically provided to the contrary by the Board, the Chairman may assign any of his duties to another member of the Board.
 - b. Vice Chairman. At the request of, or in the absence or disability of the Chairman, the Vice Chairman shall perform all the duties of the Chairman, and while so acting, shall have the powers and authority of and be subject to all the restrictions upon the Chairman. He shall assist the Chairman at the latter's request.
 - c. Secretary. The Secretary shall be responsible for issuing notice of the meetings of the Board if not handled by the office of the President of the University, recording the minutes of all meetings of the Board and distributing them to the members of the Board within thirty days after each meeting, and perform such other duties as from time to time may be assigned him by the Board or the Chairman.
- SECTION 4. Vacancy in Office. In the event of a vacancy in the office of the Chairman, the Vice Chairman shall become Chairman. In the event of a vacancy in any other office, the Chairman shall fill it by appointment.

ARTICLE III. BYLAWS

- SECTION 1. Amendment and Repeal. These Bylaws may be amended or repealed by a majority vote of the Board at any regular meeting of the Board, the notice of which having specified that amendment or repeal of the Bylaws to be considered.
- SECTION 2. Recommendations as to Amendment or Repeal. The University Faculty or the Faculty Senate is authorized to make recommendations through the University President to the Board of Trustees concerning the amendment or repeal of these Bylaws.

* chairman changed to chairmen by action of the Board on Nov. 6, 1970

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No. 7-71 Mr. Brown moved, Mrs. Stranahan seconded, that the revisions in the regulations of the Board as proposed by the committee be accepted. All members present voting "aye," the motion carried unanimously.

Mr. Simmons requested that the same committee continue its study of the remainder of the document and make a recommendation for revisions as soon as possible.

Mr. Simmons then stated that operating under the regulations just approved, there would not be an election of officers until the May meeting.

Faculty Appointment and Tenure

Mrs. Ward, chairman of the committee (Mrs. Ward, Mr. Shanklin, Mr. Dorfmeier, Mr. Simmons ex officio) to study some difficulties in the wording in the current statement on faculty appointment and tenure, stated that the committee had met by telephone and by letter. She indicated there was no report at this time because there were some questions of tenure that some committee members feel should be discussed with all members of the Board. Following this discussion the committee will meet with the faculty committee. Mr. Simmons and Mrs. Ward will get in touch with members of this committee and report at the next meeting.

Carrying of Firearms by Members of University Security Staff

Consideration of the item on the agenda concerning members of the University security staff carrying firearms was delayed until the next meeting. The committee recommendation will be considered by the President's Advisory Council before being presented to the Board for consideration.

Budgets for Auxiliary Enterprises (excluding residence and dining halls)

President Moore recommended approval of the following budgets and asked Dr. Owens to comment:

AUXILIARY OPERATING BUDGETS (excluding Residence and Dining Halls)

Introduction

The proposed operating budgets for auxiliary activities at Bowling Green State University are hereby presented for consideration by the Board of Trustees (exclusive of the budgets which were approved by the Board of Trustees on January 9, 1970). The period covered by these budgets is consistent with the University's regular fiscal year, July 1, 1970 through June 30, 1971. While some of the auxiliaries, such as the Golf Course and the Golf Driving Range, experience their heaviest activity during the summer months, others closely related to the residence hall activities find their operating cycle generally confined to the nine-month academic year. The majority of these enterprises, however, function primarily as a service to the students, staff, and public, and must operate twelve months each year.

General Comments

Each budget was developed through the combined efforts of the budget administrator and the Business Office. In addition, they have been reviewed by appropriate area administrators and the Office of the Vice President for Research and Financial Affairs.

The following general rationale was utilized during the development of the attached proposed budgets. Exceptions to this procedure and any special considerations are explained in the budget notes on the page following each proposed budget.

Salaries and Wages - Contract salaries have been adjusted to reflect contracts awarded by the Board of Trustees for the 1970-71 fiscal year. Wages for classified positions are established by the State Legislature and increases approximating eight per cent have been budgeted. Hourly rates for student employees were increased on January 1, 1970, and will again be increased on January 1, 1971 to conform with the Federal Minimum Wage Law.

Staff Benefits - Employer retirement contributions have been projected at ten per cent of all contract salaries and wages. Projections for other staff benefits include: a) employee group life and health insurance calculated at \$23 per month for each classified position (information received from Blue Cross-Blue Shield indicates the rate will increase to \$26.51 effective December 1, 1970), b) 27 cents per \$100 of payroll contract, classified and temporary) to cover the University's liability to the State of Ohio for Workmen's Compensation, and c) \$170 per employee dependent and/or \$26.75 per credit hour per full-time employee matriculating at Bowling Green State University.

The increased participation of our employees and their dependents in the University's instructional programs (Fall 1970 up 23.67% over Fall 1969) plus a 6.25% increase in the instructional fee necessitated a substantial increase in this line item for nearly all budgets. Modifications within the past two years to our employee benefits has helped to improve the retention ratio of our classified employees (up eight per cent from the 1968-69 ratio to seventy-eight per cent for the fiscal year ended June 30, 1970). Further improvement of this ratio is anticipated for the 1970-71 fiscal year.

Indirect Expenses Allocation - Expenditures for utilities, general physical plant and administration are not directly allocable to any specific activity within the University (auxiliaries included). Therefore, following generally accepted accounting and costing guidelines developed by the Federal Government for the purpose of determining an institutional indirect expense rate, we have determined the applicable rate for Bowling Green State University to be twenty-six per cent. This rate, reviewed and accepted by Federal Auditors, represents an eighteen percent increase over the previously auditor-approved rate.

Indirect expense rates previously applied to auxiliary activities have been adjusted consistent with the rates applicable to Federal grants and contracts.

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Debt Service - Amounts have been provided in accordance with the terms specified in financing agreements when applicable.

Depreciation and/or Facility Charge - In accordance with accounting procedures contained in the uniform accounting manual issued by the Auditor of State of Ohio, "There shall be no depreciation, in the general accepted accounting sense of the term," However, the "Governing Board . . . may allocate current funds" for renewals and replacements. It is felt that prudent financial management should provide for such allowance in our budget considerations. Therefore, depreciation has been budgeted for the first time for all auxiliary activities at the nominal rates of ten per cent of their equipment valuations and one and one-half per cent of the building valuation. When an enterprise is not the primary user of a building, a facility charge has been provided at a rate approximating 1.5% of the building valuation for the space it occupies.

Other expenditures - Projections for other expenditures reflect the consideration given to current inflationary cost trends.

CONSOLIDATED AUXILIARY SERVICES - PROPOSED OPERATING BUDGET
(Excluding Residence and Dining Halls)
Fiscal Year 1970-71

	Actual 1968-69	Actual 1969-70	Proposed Budget 1970-71	Variance from 1969-70 Actual	
				Amount	Per Cent
INCOME:					
Sales	\$ 3,847,004	\$ 4,399,505	\$ 4,814,750	\$ 415,245	9.4
General Fee Allocation	1,728,970	2,020,947	2,295,375	274,428	13.6
Other	158,045	223,790	219,525	(4,265)	(1.9)
TOTAL INCOME	\$ 5,734,019	\$ 6,644,242	\$ 7,329,650	\$ 685,408	10.3
EXPENSES:					
Salaries and Wages:					
Contract	\$ 502,870	\$ 561,923	\$ 639,050	\$ 77,127	13.7
Classified	836,571	985,340	1,108,225	122,885	12.5
Temporary	291,616	343,343	377,125	33,782	9.8
Staff Benefits:					
Retirement	127,187	167,082	180,250	13,168	7.9
Other	37,890	55,527	76,063	20,536	37.0
Supplies	226,332	273,456	300,300	26,844	9.8
Information and Communication	111,905	130,039	125,200	(4,839)	(3.7)
Repairs and Maintenance	57,270	80,586	77,200	(3,386)	(4.2)
Debt Service:					
Principal	110,000	117,084	176,250	59,166	50.5
Interest	375,322	370,422	382,985	12,563	3.4
Reserve	90,339	82,667	82,887	220	0.3
Indirect Expenses Allocation	178,831	248,275	327,775	79,500	32.0
Cost of Sales	2,030,119	2,342,762	2,572,425	229,663	9.8
Equipment	160,764	63,474	79,800	16,326	25.7
Depreciation/Facility Charge	69,446	165,675	428,280	262,605	158.5
Other:					
Athletic Grants-In-Aid	251,381	275,540	294,700	19,160	7.0
Travel and Entertainment	86,750	121,887	128,000	6,113	5.0
Insurance	9,014	10,709	13,400	2,691	25.1
Miscellaneous	37,190	41,845	43,275	1,430	3.4
Utilities	36,224	38,336	39,000	664	1.7
University Discounts	4,552	7,607	7,800	193	2.5
TOTAL EXPENSES	\$ 5,631,573	\$ 6,483,579	\$ 7,459,990	\$ 976,411	15.1
EXCESS OF INCOME OVER EXPENSES	\$ 102,446	\$ 160,663	\$ (130,340)	\$ (291,003)	

Dr. Owens discussed the proposed operating budgets for auxiliary activities exclusive of the budgets which were approved by the Board on January 9, 1970. He stated that detailed budgets had been distributed to the trustees by mail and added that basically these are not balanced budgets since several propose operating at a deficit. The deficits appear because this is the first time depreciation has been budgeted for all auxiliary activities.

Mr. Winzeler inquired where the University would pick up the loss. Dr. Owens said he would hope that funds would be forthcoming from other categories such as increased income and/or reduced expenditures.

No. 8-71

Mr. Bryan moved, Mr. White seconded, that the budgets for auxiliary enterprises (excluding residence halls and dining halls) be approved. Voting "aye," were Mr. Bryan, Mr. Dorfmeier, Mr. Shanklin, Mr. Simmons, Mrs. Stranahan, Mr. White. Mr. Brown voted "nay." Mrs. Ward and Mr. Winzeler abstained. Mr. Simmons declared the motion carried.

Dr. Owens informed the trustees that the Student Medical Center now qualifies under the Blue Cross and Blue Shield program.

Operating Budgetary Adjustments 1970-71

President Moore indicated approval of the following operating budget for 1970-71 and asked Dr. Owens to comment:

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GENERAL OPERATING BUDGET

Introduction

The Bowling Green State University operating budget for the 1969-1971 biennium was approved by the Board of Trustees on October 10, 1969. Cost increases and required budgetary adjustments have necessitated some revisions. However, total income and expenditure projections have been quite accurate. The time period to be covered by this revised budget is July 1, 1970 through June 30, 1971. Preliminary financial projections have been reviewed at previous meetings; however, budgetary preparations could not be completed until the 1969-1970 fiscal year ended on June 30, 1970.

Although the University will experience slightly increased revenues from state appropriations, instructional fees and other income sources, financial needs of the university continue to exceed available funds. Therefore, it has been necessary to limit budget allocations according to the general guidelines established in the biennium budget which was approved by the Board of Trustees.

Guidelines

Departmental budget allocations for both years of the biennium have been made in equal amounts except for salary increments, critical new positions and other mandated increases. During the 1969-1970 fiscal year, budget supervisors were encouraged to plan expenditure patterns such that some of their allocated first year funds might be carried into the 1970-1971 fiscal year to help meet increased costs resulting from higher enrollment, inflationary trends and contingencies.

Income Projections

Income projections are primarily contingent upon the actual fall quarter enrollment; therefore, it has been necessary to estimate enrollment consistent with previous institutional experience. Experiential deviations from base estimates will have a considerable influence upon state appropriations and student fee income.

The Board of Regents recently revised Rule 2 in order to proportionately reduce the amount of state appropriations available to any institution which does not remain open for the entire year. However, this revised budget assumes that Bowling Green State University will remain open and that the full appropriation will be received. In addition, this revised budget cannot reflect the impact of returned instructional and general fee refunds in the event the university closes.

All income sources will be reviewed regularly to reflect enrollment trends each quarter. Expenditures have also been balanced against projected income in order to avoid deficit financing, and periodic analysis will be continued.

Allocation of Financial Resources

The university has reached an academic position which necessitates relatively high fixed costs with few variable cost options. This revised budget reflects the need for continuation of economy measures now in effect and further program evaluation. In addition, it appears that more optimal deployment of the university's faculty resource must be sought if current support and cost trends continue. Continual assessment of institutional priorities and changing academic needs and their impact on financing alternatives must continue to receive attention.

The Ohio Board of Regents has recently requested revised detailed program budgeting data for the 1971-1973 biennium budget request. Bowling Green State University anticipates the development of program budgeting techniques during this fiscal year to assist with the determination of individual program costs and to facilitate the evaluation of institutional priorities. Current plans call for a full PPBS budgeting system to become effective July 1, 1971.

Because state appropriations are made on a biennium basis ending on June 30, 1971, these revised budget allocations will also terminate on that date. Salaried position monies budgeted for positions which are not filled during the year will be transferred to a Salary Reserve Account.

Circumstantial and Mandated Increases

A major portion of the budget increases over the past year are related to the academic program. A total of \$725,000 was allocated for faculty salary increases (7.4%) and summer school increments; \$156,000 was earmarked for new faculty for the doctoral programs; \$154,000 was budgeted for other new faculty positions due to increased enrollment; \$150,000 was allocated for special equipment needs for doctoral programs and additional departmental needs; \$80,000 was added for additional graduate assistants plus an additional \$225,000 for graduate assistant fee waivers; Firelands Branch budgets were increased \$121,842 to meet increased enrollment projections and staff upgrading; and \$378,527 was added to other academic budgets.

The mandated university contribution for faculty retirement remains at 12.9 per cent (12.9%) of total payroll. The total increase for all retirement contributions is estimated at \$295,000, with the major increase resulting from the increased faculty payrolls noted above. The budget increase for all of the aforementioned academic programs totals \$2,285,369 or 66.6 per cent (66.6%) of the total increase over the 1969-1970 fiscal year budget.

Other major increases include: mandated salary increases for classified personnel will average slightly less than 10 per cent (10%) of previous levels or \$190,000; a new budget item in the amount of \$100,000 has been added for student development grants and loans; computational service costs associated with the IBM 360/50 System will increase \$226,000; and the budget for utilities (coal, electricity and water) must be increased \$162,000 primarily to cover increased coal prices and increased consumption. The utility budget was underestimated by \$42,000 for the 1969-1970 fiscal year.

Enrollment

If enrollment projections are not met in the fall of 1970, budgetary adjustments will be recommended for the balance of the year or for the first year of the next biennium. Should enrollment

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patterns exceed those now anticipated, any excess revenues generated will be allocated to contingencies which may arise during the year or to provide for a small operating balance on July 1, 1971. Such a balance is very desirable because of the uncertainties and delays in determining the level of state support anticipated for the next biennium.

Fees

The income projection includes the Instructional Fee increase of \$10 per quarter approved by the Board of Trustees on January 9, 1970, which became effective with the 1970 summer quarter. The Instructional Fee is now \$170 per quarter; the General Fee is \$50 per quarter, making a total of \$220 for an Ohio resident. These fees total \$660 for an academic year of three quarters.

In addition, the nonresident fee is \$300 per quarter for a new student or \$270 for a continuing student. Therefore, the total fees for a nonresident student are \$520 or \$490, respectively, per quarter; whereas, the total fees for the academic year are \$1,560 or \$1,470, respectively.

Student fees are determined in accordance with page 61 of the appropriations bill.

MAIN CAMPUS FULL-TIME EQUIVALENT (FTE) ENROLLMENT

State appropriations are made contingent upon enrollment 15,500 FTE students projected in H.B. 531 according to a predetermined "mix" of undergraduate and graduate enrollment. The formula for determining the appropriation by level of student is listed on page 60 of H.B. 531. If fewer students enroll, the appropriations are reduced accordingly. The combined enrollment for the fall and summer quarters is calculated on a full-time equivalent basis on the 14th day of classes for this purpose.

Instructional and General fee income is also related to enrollment, and projections have been made from the data listed below.

1968-69 Actual Enrollment	14,030
1969-70 Actual Enrollment	14,854
Increase Over 1968-69	824 (5.87%)
1970-71 Estimated Enrollment	15,200
Increase over 1969-70	346 (2.32%)

FIRELANDS BRANCH FULL-TIME EQUIVALENT (FTE) ENROLLMENT

The Firelands Branch enrollment has also been calculated on the same basis as for the main campus (described on the preceding page). The amount of state appropriations for each full-time equivalent student is listed by each category on page 60 of House Bill No. 531.

Income for both state appropriations and student fees has been projected upon the following enrollment estimates:

1968-69 Actual Enrollment	412	Lower Division
1969-70 Actual Enrollment	576	Lower Division
Increase over 1968-69	164	(39.80%)
1970-71 Estimated Enrollment	630	Lower Division
	50	Technical
	680	Total
Increase over 1969-70	104	(18.05%)

BUDGET SUMMARY 1970-71

Balance June 30, 1970	\$ 614,675
Estimated Income for 1970-71	28,933,950
Budget Recommendations 1970-71	30,058,067
Less Estimated Lapsed Balances, June 30, 1971	(525,000)
Net Estimated Balance	\$ 15,558

INCOME PROJECTIONS 1970-1971

State Appropriations - Main Campus Ohio Residents	\$12,667,400*
State Appropriations - Main Campus Out-of-State Students	550,000
State Appropriations - Firelands Branch	361,300
State Appropriations - Academic Centers	160,000
Instructional Fees - Main Campus	7,850,000
Instructional Fees - Firelands Branch	310,000
Instructional Fees - Academic Centers	220,000
General Fees - Main Campus	2,340,000
General Fees - Firelands Branch	103,000
General Fees - Academic Centers	70,000
Tuition Surcharge (nonresident fees)	1,605,000
Application Fee	224,000
Other Student Fees	284,000

* The state appropriation is projected upon current enrollment estimates; if enrollment exceeds estimates, a maximum of \$12,777,390 is provided in the appropriation bill for the main campus.

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Income Projections 1970-71 cont'd

Overhead for Grants	63,250
Departmental Sales and Charges	189,000
Overhead Assessments	1,152,000
Health Services Insurance and Dental Billings	139,000
Marginal Revenues on Cash Flow	525,000
Miscellaneous Income	<u>121,000</u>
Total	\$28,933,950

DISTRIBUTION OF EXPENDITURE BUDGET INCREASE OVER PRIOR YEAR BY AREA

Total 1970-71 Budget Recommendation	\$30,058,067
Less 1969-70 Budget	<u>26,398,605</u>
Total Increase	\$ 3,659,462
Per Cent of Increase	13.86%

DISTRIBUTION OF INCREASE

	<u>Amount</u>	<u>Per Cent of Total</u>
1. Vice President for Academic Affairs Area:		
A. Main Campus Academic Departments	\$1,230,261	33.61%
B. Off-Campus, Instructional Services, Library	232,623	6.36
C. Academic Budgets for General Services, General Administration, Research, Public Service, Student Aid	284,309	7.77
D. Budgets Transferred from Other Areas	<u>18,176</u>	<u>.50</u>
Sub-total	1,765,369	48.24
2. Retirement and Other Fringe Benefit Contributions (Major Portion for Academic Area):	<u>560,000</u>	<u>15.30</u>
Total Items 1 and 2	2,325,369	63.54
3. Vice President for Student Affairs Area:		
A. Departmental Budgets	92,794	2.54
B. Scholarships and Grants	206,805	5.65
C. Health Services	<u>179,354</u>	<u>4.90</u>
Total	478,953	13.09
4. President and Vice President for Administration Areas	40,110	1.09
5. Plant Operation	221,756	6.06
6. Vice President for Research and Financial Affairs Area:		
A. Continued Budgets	62,086	1.70
B. Computational Services	304,384	8.32
C. Research Reserves and Grant Consultants	<u>7,000</u>	<u>.19</u>
Total	373,470	10.21
7. Bonded Service Facilities and Other Budgets	<u>219,804</u>	<u>6.01</u>
Total All Budgets	\$3,659,462	100.00%

INSTRUCTIONAL AND GENERAL FEE DISTRIBUTION BASED UPON AREA BUDGET RECOMMENDATIONS

Instructional and General Fees (\$220 per quarter) allocated in proportion to 1970-71 budget recommendations.

	<u>Amount</u>	<u>Per Cent of Total Budget</u>	<u>Portion of the \$220 Total Fee</u>
1. Academic Affairs Area	\$16,826,550	55.98%	\$123.15
2. Retirement and Other Fringe Benefit Contributions (Major Portion for Academic Area)	2,795,000	9.30	20.46
3. Student Affairs Area	2,353,005	7.83	17.23
4. General Administration Area	932,689	3.10	6.82
5. Plant Operation	3,423,798	11.39	25.06
6. Research and Financial Affairs Area	1,909,685	6.35	13.97
7. Bonded Service Facilities and Other Budgets	<u>1,817,340</u>	<u>6.05</u>	<u>13.31</u>
Total	\$30,058,067	100.00%	\$220.00

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Dr. Owens noted that the budget document had been distributed by mail to the trustees and submitted to the President with the following communication dated September 25, 1970:

"The proposed Operating Budget as approved unanimously by the Operating Budget Council for the 1970-71 fiscal year is attached for your consideration and transmittal to the Board of Trustees. The 1969 biennium budget was approved by the Board of Trustees on October 10, 1969, therefore the only required approval will be for the adjustments which are summarized on page nine of the budget document. However, the 1970-71 budget has been revised to reflect the distribution of expenditure increases by category and area in the event the Board of Trustees may wish to act on the entire revised budget.

"Upon approval by you and the Board of Trustees, we are prepared to make this document available to all budget supervisors and to the general public and students who wish to review the contents. This policy was established last year and I would recommend its continuation."

A discussion followed during which Dr. Owens answered questions concerning adjustments in some areas.

The President distributed copies of the enrollment report for the 1970-71 fall quarter with comparison figures of the fall quarter 1969 enrollment. The report indicated a total of 14,859 students enrolled compared to 13,782 in 1969. He noted that the 1970 number includes some students who have not paid fees. The final enrollment tabulation will be available after the 14th day of the quarter.

In answer to a question from Mr. Bryan concerning increased costs for computational services, Dr. Owens replied that this area is of major concern. He stated that since August 25--when the computer center was assigned to his area--he had studied utilization of facilities in terms of hardware costs. He said more faculty are using the computer, more students are using it, and we have to supply more information to the Regents. All are reasons for increased costs in the computer area.

In answer to a question from Mrs. Ward concerning decrease in enrollment in the academic centers, Dr. McFall stated that enrollments in the centers were less, and enrollment at the Firelands Branch is larger, adding that the Regents are making a study of all academic centers and will report on this as a part of the revision of the Master Plan for Higher Education.

Mr. Simmons asked if there was a motion concerning the operating budget.

No. 9-71 Mr. Brown moved, Mr. Winzeler seconded, that the proposed operating budget for 1970-71 be approved. Voting "aye," were Mr. Brown, Mr. Bryan, Mr. Dorfmeier, Mr. Shanklin, Mr. Simmons, Mrs. Stranahan, Mr. White, and Mr. Winzeler. Mrs. Ward abstained stating she had not fully studied the budget for reasons of time. The chairman declared the motion carried.

Personnel Changes

President Moore recommended approval of the following personnel changes:

ADMINISTRATION

Resignations

Susan Bortel - Administrative Assistant, Counseling Center - effective 8/15/70
Caryl Griffis - Administrative Assistant, University Union - effective 9/15/70
Peter C. Vail - Program Director, University Union - effective 7/31/70
Mrs. Ida Evans - Housemother for Alpha Gamma Delta (signed contract but cancelled before September 1, 1970)
Mrs. Mary Williams - Housemother for Sigma Alpha Epsilon (signed contract but cancelled before September 1, 1970)
James Collins - Hall Director, Compton Hall (signed contract but cancelled on August 20, 1970)

Retirements

D. Glenn Christian - Purchasing Agent - effective August 31, 1970
Kenneth Wyandt - Administrative Assistant, Buildings and Facilities Department - effective July 1, 1970

Leave of Absence

Lillian Arnold - Manager, Alice Prout Dining Hall - on leave without pay from August 17 through September 21, 1970

New Appointments

<u>Name and Title</u>	<u>Effective Date</u>	<u>Fiscal Year Salary Rate (Unless otherwise indicated)</u>
Mrs. Miriam Klipfel - Housemother, Alpha Gamma Delta	9/1/70	\$ 1,850 (10 mos.)
Mrs. Rose Krause - Housemother, Sigma Alpha Epsilon	9/1/70	1,850 (10 mos.)
Alan Marder - Residence Hall Director, Compton Hall	9/1/70	4,000 (10 mos.)
James S. Darke - Purchasing Agent	8/1/70	8,250
David Dennis - Junior Programmer, Computational Services	8/17/70	7,400
Roland Y. Engler - Assistant University Architect	8/1/70	15,500
William Eull - Clinical Psychologist, assigned to the Counseling Center	9/1/70	8,400 (10 mos.)
Harold L. Keiser, M.D. - University Physician, with rank of Assistant Professor	10/1/70	13,500 (9 mos.)

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New appointments--Administration cont'd

<u>Name and Title</u>	<u>Effective Date</u>	<u>Fiscal Year Salary Rate (Unless otherwise indicated)</u>
Jerry L. Richardson - Administrative Assistant, Placement Office	8/1/70	\$ 6,600 (11 mos.)
Jane Sue Schimpf - Assistant Dining Hall Manager	9/1/70	7,680
Gregory D. Thatch - Student Affairs Fellow (pt-time)	9/1/70	2,000 (9 mos.)
William W. DuBois - Assistant Director of News Service	9/24/70	8,500

Changes in Assignment, New Positions, Promotions, and Salary Adjustments

Donald G. France - From Programmer to Technical Programmer, Computational Services - fiscal year salary adjusted from \$8,000 to \$9,200, effective 8/1/70.

John G. Lepp, who has had the title of Executive Assistant to the President, is now Director of Campus Planning and Programming and reports directly to the Vice President for Administration - no change in salary.

Franklyn A. Jackson - Director of Student Development Program - Transferred from part-time assignment in the academic area to full-time assignment in the Student Affairs area; fiscal year salary adjusted from \$5,500 to \$15,000.

Leo J. Navin, Assistant Professor of Economics - assignment has been changed from full-time teaching to one-half time as Assistant to the Vice President for Research and Financial Affairs.

Richard C. Neumann, Director of Computational Services, who formerly reported directly to the President, now reports to the Vice President for Research and Financial Affairs.

The responsibility for Campus Security has been shifted from the Vice President for Administration to the Vice President for Student Affairs. Mr. James Sadoris is Director of Safety and Security (appointment reported at July 10 meeting).

ACADEMIC AREA

Deaths

John J. Gross, Professor of English, September 13, 1970.

Leaves of Absence

Charles Chittle, Assistant Professor of Economics, on leave 1970-71 academic year.

William Schmeltz, Professor of Quantitative Analysis and Control, on leave fall quarter, academic year 1970-71.

Mohan N. Shrestha, Professor of Geography, on leave 1970-71 academic year.

Retirements

Robert H. Whittaker, Associate Professor of Health and Physical Education, effective July 31, 1970.

Resignations

Robert Beynon, Associate Professor of Education, effective September 15, 1970.

Horace Little, Instructor in School of Music, effective end of academic year 1969-70.

Cleo E. Goldie, Instructor in Home Economics, effective end of academic year 1969-70.

James J. McDonald, Instructor in Health and Physical Education and Assistant Basketball Coach, effective July 31, 1970.

Changes in Assignments, Ranks, Salaries*

Ralph D. Bishop, from Lecturer to Instructor in Sociology at Firelands Campus, from \$6,700 to \$7,800 academic year rate, completion of master's requirements.

Michael P. Bradie, from Instructor to Assistant Professor of Philosophy, from \$9,900 to \$10,400 academic year rate, completion of doctoral requirements.

Charles R. Diminnie, from Instructor to Assistant Professor of Mathematics, from \$10,000 to \$11,000 academic year rate, completion of doctoral requirements.

George C. Duncan, from Instructor to Assistant Professor of Physics, from \$9,500 to \$10,000 academic year rate, completion of doctoral requirements.

Lewis Fine, Instructor in English, from \$8,400 to \$9,500 academic year rate, completion of doctoral requirements.

Gail S. Gliner, Instructor in Mathematics, from full time to part time and from \$9,000 for academic year to \$6,000 for fall and spring quarters.

Erik F. Graubart, Instructor and Acting Chairman, from \$10,150/10,750 to \$10,950/11,550**;
salary adjustment for chairmanship duties.

Bonita R. Greenberg, from Instructor to Assistant Professor of Speech, from \$11,000 to \$11,500 academic year rate, completion of doctoral requirements.

* All contracts are for the year, 1970-71 unless specified otherwise.

** Increase in rank and/or salary upon completion of Ph.D. requirements.

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Academic Area--Changes cont'd*

John L. Hayden, from Instructor to Assistant Professor of Mathematics, from \$10,000 to \$11,000 academic year rate, completion of doctoral requirements.

Hugh A. Hoyt, Assistant Professor of Quantitative Analysis and Control, from \$13,500 to \$14,000 academic year rate, completion of doctoral requirements.

Ronald D. Jones, Assistant to the Vice President for Academic Affairs, from non-faculty to faculty appointment; \$15,000 to \$16,200, fiscal year rate, for additional duties of Project Manager of the Head Start Supplementary Training Program; Associate Professor of Education, from term to a three of a five-year probationary appointment.

Allen N. Kepke, Associate Professor of Speech, appointed Assistant Dean in the College of Arts and Sciences, from \$14,030 to \$16,500 academic year rate.

Ronald Marso, Associate Professor of Education, appointed Assistant Dean of the Graduate School, from \$13,150 to \$13,650 academic year rate.

Ralph C. Martin, from Instructor to Assistant Professor of Education, from \$10,600 to \$11,000, from term to first year of a five-year probationary appointment, completion of doctoral requirements.

Paul Reuben, Instructor in English, from \$8,400 to \$9,500 academic year rate, completion of doctoral requirements.

Bruce W. Smith, from Instructor to Assistant Professor of Geography, from \$10,500 to \$11,000 academic year rate, completion of doctoral requirements.

Robert B. Watson, from Instructor to Assistant Professor of Speech, from \$11,000 to \$11,500 academic year rate, completion of doctoral requirements.

NEW APPOINTMENTS, FACULTY

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Contract</u>	<u>Special Notes and Contract Period of Employment*</u>
<u>Department of Biology</u>				
Willard C. McCartney	Instructor	\$ 7,800	term	academic year
<u>Department of Chemistry</u>				
Thomas H. Kinstle	Assoc. Prof.	10,000 (15,000 ac. yr. rate)	4/5	winter and spring quarters
<u>Department of Computer Science</u>				
John T. H. Cheng	Pt-time Instr.	900	term	fall quarter
Leland R. Miller	Instr./Asst. Prof.**	8,000/9,333**	2/6	winter and spring quarters
<u>Department of Education</u>				
Ronald R. Cote	Asst. Prof.	12,500	2/5	academic year
James P. Davidson, Jr.	Instr./Asst. Prof.**	10,650/11,250**	1/6	academic year
Patricia Mills	Asst. Prof.	11,000	term	academic year
Janet Ann Schnupp	Instructor	9,000	term	academic year
<u>Department of English</u>				
Carlene M. Blanchard	Asst. Prof.	10,500	2/5	academic year
Billy Lee Brammer	Visiting Prof.	5,000	term	fall quarter
Wayne Graham	Pt-time Instr.	950	term	fall quarter
Larry N. Landrum	Instr. and Adm. Asst. in Center of Popular Culture	9,500/10,000**	term	academic year
David E. Ray	Visiting Assoc. Prof.	10,000	term	winter and spring quarters
<u>Department of Geography</u>				
Wesley K. Hoffman	Instructor	8,000	term	academic year
<u>Department of History</u>				
William S. Arnett	Instructor	9,100	term	academic year
<u>Department of Home Economics</u>				
Margaret E. McGeever	Professor	16,500	Tenure	academic year
<u>Department of Health and Physical Education - Men's Division</u>				
Patrick E. Haley	Instr. and Asst. Basketball Coach	10,000 (12,000 fiscal yr. rate)	term	Sept. 1, 1970 through June 30, 1971

* All contracts are for the year 1970-71 unless specified differently

** Increase in rank and/or salary upon completion of Ph.D. requirements

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New Appointments, Faculty cont'd

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Contract</u>	<u>Special Notes and Contract Period of Employment*</u>
<u>Department of Library Science</u>				
Richard Gooch	Pt-time Instructor	\$ 750	term	fall quarter
Dorothy I. Strouse	Pt-time Asst. Instr.	750	term	fall quarter
<u>Department of Mathematics</u>				
Josef Blass	Asst. Prof.	11,000	term	academic year
Antonio Ng	Instructor	10,000	term	academic year
<u>School of Music</u>				
Jeanne Moore	Asst. Prof.	9,500	term	academic year
George E. Novak	Att. Prof.	9,500	term	academic year
<u>Department of Psychology</u>				
Frederic D. Frank	Visiting Asst. Prof.	10,500	term	academic year
Fumiko Samejima	Assoc. Prof.	19,500	3/5	academic year
<u>Department of Quantitative Analysis and Control</u>				
Charles S. Townsend	Instructor	8,900	term	academic year
<u>Department of Sociology</u>				
Richard H. Tgompson	Lecturer, Pt-time	1,200	term	academic year
<u>Department of Speech</u>				
Janice G. Glann	Instructor, Pt-time	4,200	term	academic year
James A. Panowski	Instructor, Pt-time	4,200	term	academic year
<u>University Library</u>				
Irene Gankoski	Instructor	6,916 (8,300 fiscal yr. rate)	1/6	Sept. 1, 1970 through June 30, 1971
<u>REAPPOINTMENTS, FACULTY</u>				
Nancy Jean Coleman	Instructor, pt-time in Art	1,200	term	fall quarter
<u>Department of Computer Science</u>				
Chris P. Anagnos	Instructor, pt-time	900	term	fall quarter
Richard L. Conrad	Instructor, pt-time	900	term	fall quarter
<u>Department of Education</u>				
Norman Lattanza	Instructor, pt-time	1,000	term	fall quarter
Conrad P. Pritscher	Instructor, pt-time	900	term	fall quarter
<u>Department of English</u>				
Julia Ann Imbrie	Instructor, pt-time	950	term	fall quarter
Ruth Jane Roberts	Instructor, pt-time	1,150	term	fall quarter
<u>Department of Finance and Insurance</u>				
Walter S. Ashbaugh	Visiting Lecturer, pt-time	1,100	term	fall quarter
Ben S. Stevenson	Lecturer, pt-time	1,700	term	fall quarter
<u>Department of Home Economics</u>				
Evelyn M. Bartz	Pt-time Asst. Instr.	4,800	term	academic year
Emma Hann	Instr., Pt-time to full time	8,800	term	academic year
Robert J. Stout	Instr., Pt-time to full-time	10,000	term	academic year
<u>School of Music</u>				
Eleanor L. Schwartz	Instr., pt-time	2,500	term	academic year
<u>Department of Political Science</u>				
David H. Krumwiede	Instr., pt-time	850	term	fall quarter
<u>Department of Romance Languages</u>				
Jo Ann Hillocks	Instr., pt-time and Pt-time Advisor, Coll. of Arts and Sciences	7,450	term	academic year
Katherine K. Johannesson	Instr., pt-time	3,300	term	academic year

* All contracts are for year of 1970-71 unless otherwise noted.

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Academic Area cont'd

APPOINTMENTS, NON-FACULTY

<u>Name</u>	<u>Rank</u>	<u>Salary</u>	<u>Contract</u>	<u>Contract Period of Employment*</u>
Lawrence Reid	Producer-Director of Channel 70, WBGU-TV	\$ 7,500	term	academic year

REAPPOINTMENTS

Burton R. Benefiel	Director of In-School Broadcasting (under N.W. Ohio Educational Television Program)	12,000	term	fiscal year
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Resigned, effective October 7, 1970

* All contracts are for year of 1970-71 unless otherwise noted.

No. 10-71 Mrs. Ward moved, Mrs. Stranahan seconded, that the personnel changes as reported be approved. All members voting "aye," the motion carried unanimously.

No. 11-71 Mrs. Ward moved, Mr. Shanklin seconded, that the motion be changed to include the recommendation that Robert H. Whittaker be appointed Emeritus Associate Professor of Health and Physical Education. All members voting "aye," the motion carried unanimously.

Appointments to Development Council and
Bowling Green State University Foundation Board

Mr. Simmons appointed Mr. Shanklin to a four-year term on the Development Council. Mr. Bryan declined appointment to the BGSU Foundation Board for reasons of time. Mr. Simmons then appointed Mrs. Stranahan and she accepted.

Status of Computer Planning

President Moore directed attention to information included in the agenda book concerning computer needs on campus. Based upon projections of costs, it is believed it will be to the advantage of the University to purchase equipment instead of the present procedure of leasing. To investigate this, the University moved to advertise for bids, and eight vendors submitted quotations. Three computer consultants have been on campus and in contact with the computing activities committee which has been involved in the study of computer needs prior to this date.

The President called upon Vice President Owens to discuss the long-range implications of purchasing equipment as compared to leasing. Dr. Owens reviewed information included in agenda book concerning equipment costs and a suggested letter of intent notifying the UNIVAC Division of Sperry Rand Corporation to negotiate the purchase of digital computing hardware.

Dr. Owens recommended the negotiation of a contract to purchase equipment, stating that rental of the present equipment is \$549,000 a year and that based on projections the University could save money if equipment could be acquired which would meet the University's needs for five years.

President Moore said there was need to explore the income factor more fully than has been done so far. Dr. Owens replied that he is investigating methods of generating income. Among possible sources of income are research grants from the National Science Foundation and the sale of computer time to industry, government, and business.

A debate followed concerning the advisability of purchasing computer equipment as against leasing it. During the debate Dr. Owens answered many questions defending the recommendation that the University issue a letter of intent to negotiate a purchase and referred to supporting information included in the agenda book.

In answer to a question from Dr. Owens concerning use of present equipment, Mr. Richard Neumann--Director of Computational Services--stated that the equipment is being used 24 hours a day each week Monday through Friday and sixteen hours during Saturday and Sunday. It is closed down for two hours on Monday morning for repairs.

President Moore discussed the status of the N.W. Ohio Research and Computer Center and noted that planning had reached a stalemate because an agreement could not be reached between BGSU and the University of Toledo concerning a site for the facility and the division of funds. He said the \$2 million allocated by the Ohio Legislature will lapse if not used by next summer.

Dr. Owens said he would like to see the money used for its original intent because such a facility could serve not only universities in the area but high schools and technical schools as well.

At the request of President Moore, Dean Leone of the Graduate School commented that Bowling Green had missed out on chances for professional schools in the past but now is at a place where it can get machines that will permit the University to grow and become a recognized center for computational activities without committing itself to consuming expenditures.

Mr. Shanklin asked if the University, operating on a \$30 million budget, can afford this equipment. He does not believe the University should give a long-term commitment at this time.

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President Moore said that up to this point the use of the computer has been largely administrative, rather than for research, and that there has not been extensive use of the computer in instructional areas. When recruiting new faculty the question is asked, "What does the University have in the way of computer facilities?"

Dr. Owens said it should be noted that no university in Northwestern Ohio is trying to serve the computer needs for area high schools. In bid specifications we have asked the computer manufacturer if high schools can tie in by use of cable.

Mr. Bryan said the Board has to decide whether we at Bowling Green are going to be in the computer service business, serving high schools and businesses in the area. He said Western Union is thinking about a major computer installation somewhere in this part of the country. He suggested delaying 12 to 24 months before considering purchase of the equipment.

During the discussion which followed, it was noted that the proposed computer hardware and computer center program would not directly compete with commercial computer service centers.

Dr. Owens said the University would enjoy a financial advantage if it owned the computer equipment rather than leasing if a five-year period could be spanned. In addition, the service we would be offering would be for the University, other educational institutions, and industrial research.

Dean Leone pointed out that we now have a Department of Computer Science and that we have little choice but to increase the quality of equipment. If we do not, the students will be affected and we can not maintain quality with our present equipment. We will need to upgrade present equipment either by lease or purchase.

Dr. Owens said he would prefer that the University be in a position of saying what costs are going to be--which is more possible by purchase than by lease.

Mr. Brown moved that we go ahead with the letter of intent saying that this is our cheapest out for the next five years, and on that basis he moved to support the letter of intent. Mr. Winzeler seconded.

Mr. Bryan opposed the motion, saying that it should be studied before we enter into a letter of intent. He would prefer that this motion be defeated and that this be considered at a later meeting--six to twelve months from now after further study has been conducted.

Mr. Shanklin asked, "If the University is going to be in the computer science business, can we afford to pick this as our major goal and are we going to be a leader in the field?"

Mr. Dorfmeier said the computer is a vital part of education and he is reluctant to see the whole thing questioned, but if the University is to have impact on education we should resolve how the computer program in northwestern Ohio is going to be developed. If there is no interest on the part of other institutions in the region, then we should explore what we are going to do on our own. It would be more meaningful if there were a regional computing center. Before we go to this sort of thing we should resolve what our needs are and what we should have.

Dr. Owens said the letter of intent to enter into negotiations is contingent upon a mutually agreeable contract between the University and UNIVAC. If we lease, by 1975 we will have expended more than we would have had we purchased.

Mr. Simmons called for a show of hands in favor of sending the letter of intent. Four opposed and three were in favor. Two trustees did not vote.

Mr. Dorfmeier said he thought if the issue could not be resolved, the answer should be "no." Mr. Simmons declared the motion lost.

Mr. Simmons asked what happens if we send the letter and then don't go ahead.

No. 12-71 Mr. Dorfmeier moved that the letter of intent be amended to include that negotiations of a contract be subject to approval of the Board of Trustees. Mrs. Ward seconded the motion contingent upon the letter being modified to give ample time to review and discuss. The motion carried unanimously.

The letter sent is as follows:

October 2, 1970

Mr. J. E. Alexander
Marketing Representative
Bowling Green State University
UNIVAC Data Processing Division
23999 Northwestern Highway
Southfield, Michigan 48075

Dear Mr. Alexander:

This is to notify the UNIVAC Division of Sperry Rand Corporation of our intent to negotiate the purchase of 1108 Digital Computing Hardware described in your proposal on August 27, 1970, to Bowling Green State University. It is anticipated that this system be initially installed on the Bowling Green State University campus by January, 1971.

Please note, this letter of intent is contingent upon the negotiation of a mutually agreeable contract between the Bowling Green State University and the UNIVAC Division of Sperry Rand Corporation. A proposed contract covering the confirmed 1108 Configuration is to be submitted to Bowling Green State University by November 6, 1970, for formal approval by the Board of Trustees.

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The University would appreciate your continued support in helping determine final site requirements, operational and conversion requirements, personnel needs, and time sharing sales during the negotiations involved in development of the purchase contract.

Sincerely yours,

Hollis A. Moore, Jr.
President

Mr. Dorfmeier stated that he wants to be on campus on Homecoming Day--October 17--and that he would like to meet with Dr. Owens, Dean Leone, and others for an hour to an hour and a half to talk about the computer.

Dr. Owens said he would try to get the computing activities committee together to meet with the group. President Moore suggested that Dr. Coffman meet with the group. Mr. Dorfmeier added that he hopes that other trustees will be there. If not, someone should record what is said to transmit to other Board members. (Note: This meeting will be held in the Wayne Room, University Union, at 10 a.m. on October 17.)

Mr. Bryan asked that the discussion of the Computer Center be continued, and that a report on the Northwest Research and Computer Center be given, at the November meeting.

President Moore inquired if there were questions on any of the remaining reports listed in the agenda as follows:

Capital Facilities Under Construction

The following report on the status of major capital facilities for which appropriations have been designated updates those capital facilities described to the Board of Trustees at the meeting on July 10, 1970, as well as indicating progress on additional items:

1. College of Business Administration Building

Of the four capital projects funded under House Bill 531 (numbers 1-4 in this report), this project is the most advanced. Basic drawings and specifications have been submitted and approved and working drawings are being developed. When these are complete we will be ready to advertise for bids and anticipate a bid opening of approximately December 10, 1970.

2. Firelands Branch - Phase II

We have accepted the architect's preliminary drawings. The next step after their approval by the Department of Public Works and Board of Regents is submission of basic drawings and specifications and we expect those to be submitted by approximately November 15, 1970.

3. Industrial Education and Technology Facility (Industrial Technology Building)

We are still working on the preliminary plans. The preliminary plans are always the most time-consuming part of a project. This project as well as Firelands have had long preliminary planning periods because of the complex nature of the programs for which these buildings are being developed. We have had a great deal of input from faculty and students and confidently expect that the result will be model facilities for industrial and technical education at both these campuses which will serve students for many generations and which will attract a number of visitors.

4. Computer Building

No progress has been made on this building which was to have been a cooperative effort among the three major universities in Northwest Ohio.

5. Thurstin Street

Pavement is complete and should be open for traffic by Monday, September 28, 1970. Sitework (grading and shaping of the earth to receive landscaping) is approximately 75% complete. Construction of the plaza area immediately west of the Administration Building was due to begin on September 21 but has been delayed by rain. Plans have been made to have those areas which are not paved as sidewalks or plaza sodded before winter.

6. McDonald Addition

This project continues on schedule and we intend to move some 850 students into these facilities next September.

7. Of the projects funded under the \$1.2 million appropriation, utilities renovations have been completed and Thurstin Street is well under way as reported above. South Hall and the food laboratories in the Home Economics Building are through the final drawings and specifications stages. Several items in the package of improvements for University Hall need further consideration in view of high bids received. When all the figures are in we will be able to approach Columbus for release of funds for these projects. It is possible that the food laboratories will be completed by winter quarter, more likely by spring quarter. The air conditioning of South Hall should be complete by spring quarter.

8. Tennis Courts

It is necessary to add six additional tennis courts and a hitboard to our existing tennis courts east of the Ice Arena. Justification for these facilities is based upon academic needs and the project is in response to a long standing request by the Physical Education Department. These courts serve as outdoor classrooms and double as recreational facilities. \$70,000 has been allocated for this project and we have completed drawings and specifications and the project has been advertised for bids. We would like to complete this project early next spring.

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9. Rathskeller - Phase II

This project involves the lobby and snack bar, some display cases and benches. \$12,277 has been allocated for this phase of the project. Final disposition of the display cases and other decorations within this facility has not been reached and at the moment we are awaiting the return of those students on the BSU committee who are determining the carpet and other interior selections.

10. Overman Hall Remodeling - Phase II

This project is awaiting funding for a proposed Chemistry lab and modifications to the Chemistry departmental office. A darkroom for the Geology Department and another office in the Physics Departmental suite are now being completed.

Planning Programming Budgeting System

Directives have come from Chancellor Millett which require state assisted universities and colleges to submit their 1971-73 biennium budget requests on a planning programming budget basis. This is a major change in budgeting policy from the former functional and line item presentation. It is intended to encourage all state assisted universities to adopt a total Planning Programming Budgeting System. Although it is not mandatory that Bowling Green comply with these directives, the Board of Regents has indicated that state subsidies to higher education will be determined on a program basis during the 1971-73 biennium.

This policy change seems consistent with the budgeting plans discussed for the University on a number of occasions. Thus, it behooves us to accept the full responsibility for developing and implementing a total programming budgeting system which in some regards will go beyond the requirements of the Board of Regents, at least for institutional priority management and evaluation purposes.

Communications and support materials from the basic budgetary units will be a significant element of this system. The constant evaluation of future resource commitments as they relate to established University goals and priorities will take the form of budgeting on a total program cost analysis basis. Anticipated resource needs and trends will be monitored on multiyear basis to improve departmental and management decision making capabilities. Thus, it should be emphasized that PPBS will not be simply a new configuration of our existing budgetary resources.

The interfacing of the total program system and its implementation will place additional demands on both the Business Office staff and departmental personnel as well as computer facilities. The total direct and indirect costs of PPBS implementation may approximate \$90,000 for the first year. The system as envisioned by the Board of Regents should be operable with institutional cooperation and support within two to three years.

CHRONOLOGICAL BUDGET EVENTS

<u>TIME</u>	<u>EVENT</u>
1970 October	Guidelines and general directives for the coming budget period will be issued by the Operating Budget Council to budget units, deans, and program directors.
November 1	Office of Institutional Studies will provide historical data for on-going programs to budget units with provision for unit projections.
December 1971 January	Budget units shall develop program element and activities documentation, departmental objectives, and analysis for on-going programs as well as proposed new programs, rank them on priority basis, and submit to deans and program directors. As this documentation is developed, one copy is to be forwarded to each of the following: the Academic Deans, Dean of Faculties, the Office of the Vice President for Research and Financial Affairs.
March 15	Deans and Program Directors review data presented and submit priority ranked program documentation to the Office of the Vice President for Academic Affairs.
March 15 April 15	Budget conferences with deans, directors, and all budget supervisors.
April 30	Final submission of program documentation for final processing, Operating Budget Council review, approval, and final submission.
June 30	End of current fiscal year and 1969-71 biennium.
July 1	Tentative budget load (starting sum)
July or August	Expected legislative action on 1971-73 biennium appropriation bill for higher education.
May - October	Continual program re-evaluation and supporting analysis for new programs should be undertaken by responsible fiscal personnel.
December	Expected date to learn of final dollar allocation to Bowling Green for budget year 1971-72.

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Smokestack

The University heating plant consists of

- (a) 3 - 40,000-pound-per-hour steam capacity Babcox and Wilcox boilers with spreader coal stokers
- (b) 1 - 100,000-pound-per-hour steam capacity Erie City boiler with chain grate coal stoker
- (c) 1 - 20,000-pound-per-hour steam capacity gas-fired Babcox and Wilcox boiler
- (d) A 250-foot smokestack with mechanical dust collectors for the collection of fly ash and soot.

Our requests for coal bids specify that sulphur content be less than 3.5%. Actual sulphur content range of the approximate 30,000 tons used the past year has been 2.60 to 3.45% in the medium range as designated by national standards. (The University's attempt to obtain coal with less sulphur has not been successful--some industries and utility companies buy the entire output of mines which produce the lowest sulphur content coal.)

Consultants who have assisted the University in the past two years include:

John Cavote, State Boiler Expert, Office of the State Architect, Columbus, and

Phillip T. Cordo, Professional Engineer specialized in boiler usage and operation, of Schmidt and Associates, Cleveland, Ohio.

Their combined recommendations for the most efficient coal-fired boiler operations have been followed. We have implemented the relocation of steam flow metering, installation, of additional check points on boilers for better combustion control, renovation of induced draft fans, and addition of a front wall ignition arch.

To further improve the efficiency of operation, these engineers recommend that the University (a) install a package gas/oil-fired 125,000-pound-per-hour boiler with the necessary oil storage tanks for use when gas is not available at an estimated cost in April 1970 of \$452,086, and (b) convert our 100,000-pound-per-hour coal-fired boiler to gas/oil at an estimated cost--April 1970--of \$165,334.

If authorization were given immediately to engage an engineer to provide the working drawings, it is conceivable that the 100,000-pound-per-hour boiler conversion could be completed by December, 1971, and that the installation of the 125,000-pound-per-hour boiler could be completed by the summer of 1972, subject of course to the availability of funds. It is estimated that construction costs will have increased, before bids can be let, to at least \$700,000 for this project.

This project is recommended as one of the top priorities in our request for capital facilities to be presented through the Board of Regents to the 109th General Assembly in January, 1971.

An interim change would be the installation of electronic precipitators which would reduce the amount of fly ash--but would not control the sulphur gases. It is estimated that this type of installation would require an expenditure of \$300,000 and could not be started until next spring when the boilers could be taken off the production line. The precipitator would not be usable if the gas/oil package is installed. Since funds for the installation would need to be provided by the 109th General Assembly, it is questionable if the precipitators would provide improved conditions much before the change-over to gas/oil as fuel(s) if such were authorized as capital facility expenditures.

President Moore indicated that the smokestack is still being studied to try to find ways to improve our situation.

Dr. McFall called attention to the last paragraph of the report on the smokestack and said that since the report was prepared a letter had been received from the Gas Company in which it was indicated that there is very little possibility that gas could be provided for at least five years.

Mr. Bryan commented that the Heinz Company had spent \$90,000 on its smokestack and that it seemed not to be successful.

New Academic Programs

An experimental course, presented as part of the program for development of a Little College, has been approved by the Academic Council; the course is being offered in the Fall Quarter of this academic year.

A number of students from each of the three undergraduate colleges of the university have been selected at random and invited to join this program. Ninety-one students were enrolled when orientation began this fall. The faculty participated in the orientation program with the students, and the first class met on Tuesday evening of the orientation period.

The Little College Committee is using this course to test the usefulness of a "core" course as the focal point of a Little College program. We hope to demonstrate that a course with an interdisciplinary theme and staff can offer the opportunities for student exploration and formulation of academic goals, and at the same time create a spirit of community and mutual effort within the Little College. Specifically, we believe that the course on "Images" will remain useful for this purpose for some time to come, and hope to refine and improve our reading list and supplementary materials.

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At this point, our experience in the orientation program promises well for the success of this experiment. We are already finding that our freshmen students have much to teach us about their ability and readiness to grapple with large and complex problems, to come to grips with abstract intellectual questions, and to engage in a process of realistic and articulate evaluation as we go along.

Work Study Program

President Moore noted the favorable report of examination of College Work-Study Program for July 1, 1969, by Auditor of State, Bureau of Inspection and Supervision of Public Offices.

Progress Report on
Student Development Program

During the summer, the supervision of the Student Development Program was transferred from Academic Affairs to Student Affairs. Also, the offices of the program were relocated in the Student Services Building. Franklin Jackson now has a full-time appointment as Director of the program and William Pitts has a part-time appointment as Assistant Director.

The activities of the program shall be basically the same as last year. We shall be attempting to recruit minority students for attendance at Bowling Green and to provide the necessary tutorial and counseling services to give them a reasonable chance for success. Presently, we are selecting student recruiters who will be given special training by our Admissions staff. There is an unbelievable amount of coordination required among our various offices and services. Our major efforts are now directed at these coordination activities.

Progress Report
Development of Programs of Special
Interest to Black Students

1. Ethnic Studies Program. Mr. Robert Perry has been appointed to the position of Director of Ethnic Studies and Instructor in Sociology. He began work in the Ethnic Studies Program on July 1, 1970. He will serve half time in this program and half time in the Department of Sociology in the Academic year 1970-71. The budget for Mr. Perry's program has been set up as follows:

Salaries (Director ½-time and summer)	\$ 9,600
Faculty ½-time	5,500
Graduate Assistants	10,000
Operating and Other	15,400
	<u>\$40,500</u>

2. Recruiting Black Faculty and Graduate Assistants. John Scott, assisted by Franklyn Jackson, has conducted "Project Search," a structured program for recruiting of black faculty and graduate assistants. The budget and expenditures for this program are as follows (as of July 31, 1970):

<u>Salaries</u>	<u>Budgeted</u>	<u>Expended</u>
John Scott (on 12 month contract--no separate allocation)		
Franklyn Jackson	\$2,250.00	\$2,250.00
Assistants	<u>1,600.00</u>	<u>1,600.00</u>
TOTAL SALARIES		\$3,850.00
Travel	2,000.00	1,152.10
Temporary Employment	500.00	501.12
Other	<u>440.00</u>	<u>495.00</u>
TOTAL	<u>\$2,940.00</u>	<u>\$2,148.22</u>
TOTAL BUDGET	\$6,790.00	EXPENDED \$5,998.22

Authorization was given for new faculty and replacement positions to be filled by black faculty members. The following new appointments have been made:

Lloyd Crable (H.P.E.)	\$13,650
Carlos Jackson (H.P.E.)	13,650
Ronald Lomas (Speech)	5,500
John Lundy (Music)	8,500
Robert Perry (Sociology ½-time)	<u>6,900</u>
TOTAL	<u>\$42,700</u>

As of September 23, black graduate students had accepted 25 graduate assistantships involving stipends totaling \$58,000 for the academic year 1970-71. Five black students declined assistantships but will attend the graduate school.

As of the same date, 55 black students had been admitted to the graduate school for summer, fall or winter 1970-71. Of this number, 10 were recruited directly or indirectly by project search. The remainder are graduates of Bowling Green, self-recruited, or recruited by members of the faculty of the departments in which they will study. Departments which will admit black students this fall include:

Art	Health & Physical Education	Music
Chemistry	History	Sociology
College Student Personnel	Industrial Education	Speech
Education	Mathematics	

Graduate enrollments and assistantships for black students will be about twice last year's figure.

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3. The staff of the Student Development Program has been expanded by employing the director, Franklyn Jackson, full time instead of part time, and adding a part-time assistant director, Mr. William Pitts.

In order to facilitate cooperation between these men and the offices of Financial Aids and Admissions, they will report to the Vice President for Student Affairs. Dr. Otto Bauer, Assistant Vice President for Student Affairs, has been assigned (among other duties) to assist in the coordination of the Student Development Program with other university services.

Salaries (1970-71)

Franklyn Jackson	\$15,500
William Pitts	<u>11,000</u>
TOTAL SALARIES	\$26,000
Budgeted for Operating expenses (from Board of Regents)	<u>30,000</u>
TOTAL BUDGET	\$56,000

Firelands Branch

President Moore called attention to a resolution adopted by the Executive Committee of the Advisory Board of Firelands Campus on June 23, 1970. He indicated he had forwarded the resolution to Chancellor Millett under date of July 15, 1970, with the following communication:

Dear Dr. Millett:

The enclosed resolution, which was adopted by the Executive Committee of the Advisory Board of the Firelands Campus of Bowling Green State University, requests that the higher education needs for Erie, Huron, and Ottawa counties be met by continued support for the Branch. I am informed that this has been the attitude of a large number of the leaders of this area since the beginning of the plans for establishing a two-year program in that area.

Though this resolution cannot be presented formally to the Board of Trustees until the next meeting in October, I am forwarding it at this time to add to the information to be considered as the Master Plan for Higher Education is developed.

Yours truly,

/S/ Hollis A. Moore, Jr.
President

RESOLUTION

WHEREAS, commencing in 1966, the Committee on Educational Development, Inc., composed of citizens in Erie, Ottawa and Huron Counties, conducted a campaign to raise \$600,000 by public subscription, for the purpose of obtaining matching funds from the State of Ohio for the construction of a two-year branch campus of Bowling Green State University; and

WHEREAS, such campaign met with unprecedented success and received total pledges exceeding \$1,100,000, with the latter amount having been remitted to Bowling Green State University for the construction of such branch campus; and

WHEREAS, the citizens of the aforesaid three county area, in making and paying such pledges for such purpose, indicated their preference for the branch campus system as an alternative to the community college concept; and

WHEREAS, Firelands Campus of Bowling Green State University first opened its doors to students in the fall of 1968 with approximately 708 students representing a full time equivalency of 443 students, with such enrollment increasing for the 1969-70 school year to approximately 909 students with an average full time equivalency of 655 students; and

WHEREAS, the Firelands Campus Advisory Board has been organized and functions for the purpose of advising the Board of Trustees of Bowling Green State University with respect to matters concerning the Firelands Campus and its role in the aforesaid three county area; and

WHEREAS, Bowling Green State University has demonstrated its sensitivity to the community needs of such three county area in its providing courses and faculty members for said Firelands Campus and by utilizing the cooperative expertise of resource people in the community and of personnel from the main campus in the development of educational programs; and

WHEREAS, it is the judgment of the Advisory Board of the Firelands Campus that only by operating as a branch campus of a major university such as Bowling Green State University, can such Firelands Campus properly provide the courses and instructors to adequately serve the said three county area; and

WHEREAS, most of the advantages of a major university would be forfeited by the transition from a branch campus concept to a community college program; and

WHEREAS, the accreditation of a major university meets the transfer needs of those students who desire a baccalaureate program; and

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WHEREAS, a major study is now underway which will review the master plan for higher education in Ohio, with specific focus on branch campuses;

NOW THEREFORE, BE IT RESOLVED by the Executive Committee of the Advisory Board of Bowling Green State University's Firelands Campus that:

THE BOARD OF TRUSTEES AND ADMINISTRATION OF BOWLING GREEN STATE UNIVERSITY BE AND HEREBY ARE RESPECTFULLY REQUESTED (1) TO DO ALL IN THEIR POWER TO RETAIN AND CONTINUE TO FOSTER, DEVELOP AND IMPROVE FIRELANDS CAMPUS AS A BRANCH OF BOWLING GREEN STATE UNIVERSITY AND (2) TO URGE THE OHIO BOARD OF REGENTS TO RETAIN AND CONTINUE TO PROMOTE THE BRANCH CAMPUS PROGRAM AS PRESENTLY IN EFFECT THROUGHOUT THE STATE OF OHIO.

RESOLVED FURTHER, that a copy of this Resolution be immediately forwarded to the President of Bowling Green State University with the request that he advise the Board of Trustees of such university of the adoption of this Resolution and that he forward a copy hereof to the Ohio Board of Regents.

C E R T I F I C A T E

This is to certify that the foregoing Resolution was unanimously adopted by the Executive Committee of the Advisory Board of Firelands Campus of Bowling Green State University on the 23rd day of June, 1970 and that the same is in full force and effect.

/S/ M. J. Stauffer, Chairman
Advisory Board, Firelands Campus
Bowling Green State University
July 2, 1970

Mr. White left the meeting.

Dedication of Mathematical Sciences Building

President Moore reported that dedication of the Mathematical Sciences Building will occur November 9 to 14, and will include evening lectures by distinguished scientists on science and the critical problems of today. The dedication ceremonies are to be held Saturday morning, November 14. The program will also include acknowledgment of the naming of the science library as the F. C. Ogg Science Library.

Cardinal Room

In reporting on the costs of the Cardinal Room, Dr. Owens said that it appeared at first that the remodeling would cost \$160,000 but that final encumbrances are \$206,000 and the total cost is expected to be \$225,000. Increased costs are due partly to major structural changes in a room originally designed for a bookstore and to inflation of prices for equipment. Dr. Owens emphasized that the room is not for beer alone but is to be used as a snack bar.

Conflicts of Interest Policy

Dr. Owens requested that the item on Conflicts of Interest Policy be postponed until the next meeting.

Alcoholic Beverages on Campus

President Moore stated that he recommends that the laws of the State of Ohio pertaining to use and possession of alcoholic beverages be applicable on the campus. This would permit restricted use of alcoholic beverages in our residence halls and fraternity and sorority houses. He added that he believes the men and women of Bowling Green can accept responsibility. Such action will follow the trend that has been established at other institutions.

The President said that Dr. Bond will work with the appropriate residence groups, including Greek units, to work out plans and regulations on use of alcoholic beverages in relation to the state laws. He indicated that he has consulted with residence hall directors and housemothers and that he believes the students would accept approval of the resolution presented as an expression by this Board that we recognize the "reality of our time." He added, "I would like to see the Board pass a resolution today."

A discussion followed during which Mr. Brown and Mr. Bryan each stated that he is opposed to the resolution.

Mr. Simmons asked for a motion on President Moore's recommendation.

No. 12-71 Mrs. Ward moved, Mrs. Stranahan seconded, that regulations with regard to the possession and/or use of alcoholic beverages (beer, wine and liquor) shall be consistent with the laws of the State of Ohio (i.e. Section 4301.631 and 4301.632 of the Ohio Revised Code) and as developed by living groups and the Office of Student Affairs.

In a show of hands, voting "aye" were Mr. Dorfmeier, Mr. Simmons, Mrs. Stranahan, and Mrs. Ward. Opposing were Mr. Brown and Mr. Bryan. Mr. Shanklin and Mr. Winzeler abstained. Chairman Simmons declared the motion carried.

Other Business

Mr. Shanklin suggested that the Board establish a committee to study the operating budget and University finances.

Mr. Simmons appointed Mr. Shanklin, Mr. Brown, and Mr. Bryan as a committee to make this study.

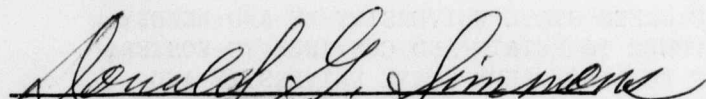
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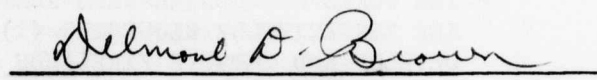
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Mr. Simmons announced that the next meeting would be on Friday, November 6.

There being no further business, the chairman called for a motion to adjourn. Mr. Winzeler moved, Mr. Bryan seconded, that the meeting be adjourned. Motion carried.


President


Secretary

gd

Bowling Green, Ohio
November 6, 1970

After due notice the Board of Trustees met on November 6, 1970, in the Dogwood Room in the University Union, with the following members present: Delmont Brown, Ashel Bryan, Charles Shanklin, Donald Simmons, Virginia Stranahan, Anita Ward, Dudley White, Jr., and Robert Winzeler, Sr. Robert Dorfmeier was absent.

Also attending were President Hollis Moore; Vice Presidents Bond, McFall, Owens; Dr. George Herman, Associate Dean of Faculties; Dr. Allen Kepke, Chairman of the Faculty Senate; Roger Coate, President of Student Body; Arthur Toalston, member of the ad hoc committee on student representation to the Board of Trustees; representatives from the UNIVAC Division of the Sperry Rand Corporation; and a number of students and faculty members.

Chairman Simmons called the meeting to order at 2 p.m.

Minutes of meeting of October 2, 1970

Mrs. Ward moved, and Mr. Bryan seconded, that the minutes of the October 2 meeting be approved, with the following correction in the revised Bylaws of the Board, Article II, Section 3a-Chairman, third line of the first paragraph; change the word "chairman" to "chairmen". All members present voting "aye," the motion carried unanimously.

Digital Computing System

Mr. Simmons expressed appreciation for the information given the trustees on October 17 concerning the digital computer system and the proposal of the UNIVAC Division of the Sperry Rand Corporation. Several trustees commended Dr. Owens and other faculty and staff for developing these data.

Mr. Shanklin said he hopes the University policy will be directed toward a regional concept.

Mr. Simmons stated that the trustees had reviewed the proposal from the UNIVAC Division and that the University should continue with its present equipment until the source of funds for the purchase of a new system is assured. President Moore indicated it would not be possible to make a commitment to the UNIVAC Division until the amount of money to be available to the University for a regional research and computer center is known.

Dr. Owens reported that, at the direction of the Board at the October 2 meeting, he had proceeded with the negotiations of a contract to purchase the UNIVAC system, and that negotiations were just about completed. He recommended that the University give the UNIVAC representatives an indication at this meeting whether or not to proceed with the contract, contingent upon funds being received from the State.

The representative from UNIVAC reminded the trustees that the deadline for submitting the proposed contract covering the confirmed 1108 Configuration was November 6, and that "he had to go back to his company with some answer from the University." He said it was the desire of the UNIVAC Corporation to select one university in the Midwest for a special contract and it had chosen Bowling Green. If Bowling Green is not interested, the company should know, and the opportunity will be offered to another university.

Mr. Bryan stated he did not think action was necessary at this meeting--that if UNIVAC insisted on an answer at this time it should be negative. Mr. Simmons stated that the trustees had not seen the revised contract and that no action should be taken until all have had the opportunity to study it.

Dr. Owens indicated he was aware of this and said he was trying to keep the UNIVAC bid alive in the best interests of the administration, faculty, and student body. "If the University does not intend to proceed with negotiations, we should let the UNIVAC Division off the hook," and adding that "from an ethical point of view, there should be some direction from the Board." He asked the trustees if we should try to get an extension of the deadline from the UNIVAC Division.

Mr. Simmons stated he wants each Board member and the University's legal counsel to review the revised contract, adding that the University has to have some commitment in the way of financing from the State in order to buy the equipment. He asked the UNIVAC representative if he would agree to an extension. The representative replied that he thought his company would accept a letter stating that the University intends to go ahead with the UNIVAC system, contingent upon the University receiving the money from the State.

After further discussion it was the consensus of the trustees that another letter of intent should be written if the UNIVAC Division would accept it. Mr. Shanklin stated that the letter that was sent on October 2 should be sufficient, with amendments of dates only.